



March 10, 2011

To: All State Funded Substance Use Disorder (SUD) Treatment Providers

Re: Revision to Clinical Chart Audit Tool

Providers participating in the BPA-SUD Medicaid Provider Network are required to meet the following requirements per the SUD Medicaid contract requirements:

- IDAPA 16.03.09 Section 009: Criminal History and Background Check Requirements
- IDAPA 16.03.09 Sections 690-694: Provider Qualifications and Duties

IDAPA 16.03.09 can be found via the following link:

<http://adm.idaho.gov/adminrules/rules/idapa16/0309.pdf>

BPA has revised the clinical chart audit tool by adding the Medicaid requirements to align with your contract requirements (see attached “Clinical Chart Audit Tool”). BPA will begin utilizing this tool on April 1, 2011.

We ask that you have the necessary information available for our auditors to verify that the clinicians providing services to any Medicaid eligible client meets the above requirements. At a minimum you must have copies of the background checks and provider qualifications for our review at the time of the scheduled audit. Documentation from the Department of Health & Welfare acknowledging the staff meets the QP requirements will be accepted.

If you have any questions about the addition of the Medicaid audit questions, please contact your BPA Clinical Regional Field Staff.

Thank you,

BPA Provider Network Management

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